

Individualized Day Supports 101: Expectations of Service Providers

Training for Provider Certification Review Staff
September 10, 2014

Individualized Day Supports

- ▶ To enhance **community involvement and participation**
 - ▶ To facilitate **increased natural supports** through relationship-building & membership opportunities
 - ▶ To provide **career exploration**, or **wraparound support for employment** (for working-age persons)
 - ▶ To provide **meaningful, integrated retirement options** (for retirement-age persons not wishing to pursue or continue in employment)
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Individualized Day Supports

- ▶ To help a person learn, use and maintain skills that support:
 - The type of **community involvement** the person wishes to have
 - The ability of the person to develop and keep **relationships** that are important and meaningful to the person
 - The ability of working-age individuals to pursue and achieve integrated **employment**
 - The ability of retirement-age individuals to enjoy a meaningful “**retirement** lifestyle”

Inclusive Community Setting

- ▶ A place that is not maintained specifically to provide services to people with disabilities
 - ▶ A place that community members without disabilities – who have similar interests and goals – would typically use
 - ▶ A place that does not isolate individuals with disabilities who go there – a place that provides the opportunity to meet and interact with people without disabilities (who are not paid staff)
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IDS Community Integration Plans

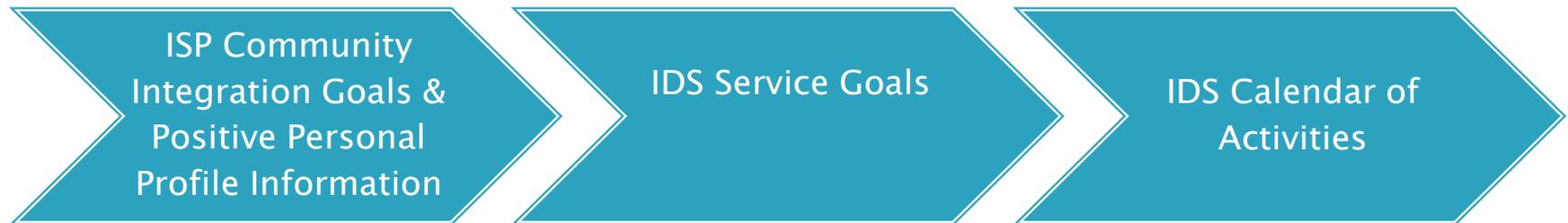
Two types

- ▶ Initial Community Integration Plans (ICIPs)
 - Covers first 30 days of service
- ▶ On-Going Community Integration Plans (OCIPs)
 - Quarterly plan covering service after first 30 days
 - Updated no less than quarterly or whenever a significant change in is being made for a person

ICIP and OCIP Templates

- ▶ Fillable Forms have been created
 - ▶ IDS providers understand use of these forms is required – no other forms or formats are permitted.
 - ▶ Revised rules (pending) will detail expectations and reflect process more fully
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On-Going Community Integration Plans



Service Goal Areas:
Community Integration
Self-Determination
Relationships
Employment
Retirement
Community
Contribution



Skill Development Goals
to support independence
in IDS activities of choice.

**Includes learning to use
public transportation.**

IDS Service Goals

▶ Part of OCIP Template

GOAL CATEGORY	GOAL STATEMENT	ACTIVITIES AND OPPORTUNITIES	SKILL DEVELOPMENT	GOAL ACHIEVEMENT:
A minimum of one (1) is required: Community Integration Self-Determination Relationships Employment Retirement Community Contribution	Describe the person's individualized goal relating to the Goal Category selected in column one. Note: A person can have more than one goal relating to each Goal Category.	List highly individualized, integrated community activity(s) or opportunity(s) that will support achievement of the goal. List number of hours/week.	Describe how the activity(s) or opportunity(s) in the previous column will help the person develop, improve or maintain specific skills for community participation.	List measurable outcomes that are expected and will indicate the goal has been achieved.



- ▶ Every activity on the calendar should be listed in column 3 and associated with an IDS service goal

Are Activities Appropriate?

Positive Personal Profile	IDS Activities
Singing	Liz Biones Jazz Concert at NoMa DC
Music	National Air & Space Museum
Church	Sam O'Reggae Concert at NoMa DC
Making Beaded Jewelry	US Botanic Gardens
Attending Live Shows/Concerts	Jazz: Film by Ken Burns
Going to the "Chateau"	National Sculpture Garden
Little to No Work Experience	Picnic on the Mall
No Natural Supports	Shopping and Restaurant for Lunch

Evaluating Calendar of Activities

Time	Activity
9:00	Meet M. at Largo Town Center Metro Station
9-10	Assist M. to travel on MTM to MLK Memorial Library
10-10:30	MLK Library 901 G Street, NW
10:30-11	Walk to Gallery Place China Town Station
11-11:30	Lunch at McDonalds near Gallery Place China Town Station
11:30-12	Assist M. to travel on MTM to Dragon Gate Center
12-12:30	Dance Class at Dragon Gate 1234 Quincy Street, NE
12:30-1	Walk with M. to Brooklyn Metro Station
1-2:00	Assist M. to travel on MTM to Largo Town Center
2-2:30	Purchase snack/beverage from Largo Town Center
2:30-3	M. picked-up from Largo Town Center

Daily Progress Notes: Guidance on Essential Information to Capture

- ▶ What did the person do, where, for how long?
 - List each distinct activity.
 - ▶ For each activity the person did, who else participated other than the person and IDS DSP?
 - ▶ Note any scheduling/attendance issues
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Daily Progress Notes: Guidance on Essential Information to Capture

For each distinct activity:

- ▶ What worked well?
 - ▶ What did the person like about the activity, the place and the people s/he interacted with?
 - ▶ What didn't work well or didn't go as planned?
 - ▶ What didn't the person like about the activity, the place and the people s/he interacted with?
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Daily Progress Notes: Guidance on Essential Information to Capture

For each distinct activity:

- ▶ What specific goal area(s) were addressed by each of the activities the person did?
- ▶ Note skills the person **used** (skills already possessed/mastered) or **practiced** (skills being developed/learned) during each activity.
- ▶ Describe **progress** on skills being developed/learned and **teaching methods** used by the DSP on this day; comment on **effectiveness** of teaching methods used

Guidance on Daily Progress Notes

- ▶ Also follow general provisions
 - ▶ During Orientation Training:
 - Have staff practice writing daily notes using the list of essential information areas as a guide
 - Have them compare/critique each other's work and identify ways to improve the quality of the notes.
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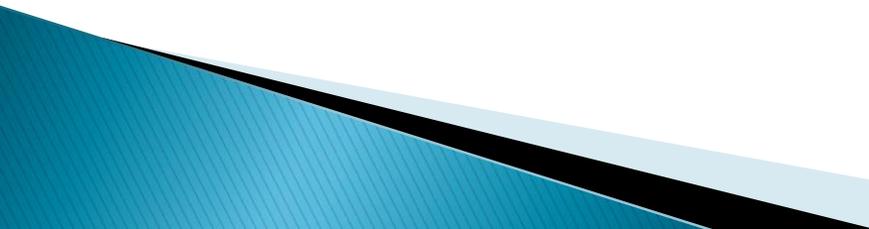
IDS Quarterly Report Template

- ▶ **Schedule and Attendance**
 - ▶ **Person's Relationship with DSPs**
 - ▶ **Person's Relationship to Others Paired with Person to Receive IDS**
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IDS Quarterly Report Template

- ▶ **Opportunities for Community Membership**
 - Defined as opportunities where a consistent group of people come together to do something and thus there is a chance to belong and form relationships with others who are involved.
 - ▶ **Opportunities to Meet and Interact with Ordinary Community Members**
 - ▶ **Opportunities Based on Person's Interests and Goals**
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IDS Quarterly Report Template

- ▶ **Skill Development Opportunities**
 - Social Skills
 - Choice–Making Skills
 - Travel and Mobility Skills
 - ▶ **Career and Vocational Exploration for Working–Age (18–60) IDS Participants**
 - ▶ **Other Issues or Other Recommendations and Ideas Not Addressed Elsewhere in this Quarterly Report**
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IDS Resources for Providers

IDS Webpage: <http://dds.dc.gov/node/801142>

Individualized Day Supports Toolkit

This toolkit is intended to provide guidance, support, tools, resources, and strategies to deliver Individualized Day Supports (IDS).

- ▶ [IDS Forms](#)
- ▶ [Frequently Asked Questions](#)
- ▶ [Staff Recruitment](#)
- ▶ [IDS Final Rulemaking](#)
- ▶ [Archives](#)
- ▶ [Community Mapping](#)
- ▶ [Guidance](#)
- ▶ [Travel Training Manual](#)
- ▶ [Provider Training](#)

IDS Participants Using Facility-Based Programs

- ▶ Use of facility as integral part of delivering IDS service (need plan to move beyond this)
- ▶ Can start and end IDS day at facility only if:
 - Person is scheduled to attend facility-based Day Hab immediately before or after IDS service
 - Safety a concern with regard to drop-off or pick-up by MTM at community location (if DSP not meeting person at home to start IDS service and accompanying person home at end of IDS service)

IDS Participants Using Facility-Based Programs

- ▶ Lunch at facility (during IDS service delivery time) should not be happening unless there is exceptional reason why that relates to a specific individual
 - ▶ Exceptional personal care needs should be considered in planning and every effort should be made to identify a way to meet those needs outside of facility-based Day Hab setting.
 - ▶ Community solutions can be developed but won't be if people can fall back on use of Day Hab setting.
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Transportation

- ▶ Review FAQ specific to transportation
 - ▶ Does “transportation coordination” by the IDS provider eliminate the need for training on using other types of transportation?
 - NO – learning to use public transportation or to more independently use MTM is part of goals for IDS service
 - Providers need and want training for IDS DSPs on how to teach travel training skills
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Published Rules

- ▶ Questions?
 - ▶ Clarifications?
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FAQ

- ▶ Questions?
 - ▶ Clarifications?
 - ▶ Additional questions that should be added and answered?
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IDS Specific Indicators

- ▶ Discussion of draft list
 - ▶ What to add?
 - ▶ What to change?
 - ▶ When new rules are published...
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Cautions to PCR Staff

- ▶ Assumption that providers are collecting money “just for” supporting people to do things in the community
 - ▶ Very low hour authorizations – purpose, effectiveness
 - ▶ Six-hour days – how much is planned?
 - ▶ Use of tourist attractions
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